

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

August 15, 2019
County Commission Chambers
945 North Temple Avenue
Starke, FL 32091
Regular Scheduled Meeting
6:30 p.m.



PRESENT: Commissioner District 5 Chairman Frank Durrance
Commissioner District 3 Vice-Chairman Chris Dougherty
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 2 Commissioner Kenny Thompson
Commissioner District 4 Commissioner Danny Riddick

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Lisa Hall, Finance Clerk; Dana LaFollette, Finance Clerk; Allen Parrish, Emergency Medical Services Director; Lt. Shuford, Emergency Management Director; Mark Crawford, Press; Randy Andrews, Zoning Director; Jason Dodds, Road Superintendent; Chris Thurow, I.T. Director; Major Smith; Sheriff Smith; D.K. Bennett, Fire Director; and Capt. Konkel.

CALL TO ORDER: Chairman Durrance called the meeting to order at 6:30 p.m.

1. PUBLIC HEARINGS – Randy Andrews, Zoning Director:

ENACTMENT OF ORDINANCES:

**A. LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. S190702A, BY
MICHAEL A. KANE**

Chairman Durrance recognized Mr. Andrews, who presented the ordinance for consideration, reading it by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

*Commissioner Thompson moved, seconded by Commissioner Chandler, and **carried 5-0, to adopt the ordinance approving Land Use Classification Amendment Application No. S190702A.***
[\(Ordinance No. 2019-06.\)](#)

B. REZONING APPLICATION NO. Z 19-02, BY MICHAEL A. KANE

Mr. Andrews presented the ordinance for consideration, reading it by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

*Commissioner Thompson moved, seconded by Commissioner Chandler, and **carried 5-0, to adopt the ordinance approving Rezoning Application No. Z 19-02.** ([Ordinance No. 2019-07.](#))*

C. LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. S190708A, BY L.M. AND SANDRA NORMAN

Mr. Andrews presented the ordinance for consideration, reading it by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

*Commissioner Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to adopt the ordinance approving Land Use Classification Amendment Application No. S190708A.** ([Ordinance No. 2019-08.](#))*

D. REZONING APPLICATION NO. Z 19-03, BY L.M. AND SANDRA NORMAN

Mr. Andrews presented the ordinance for consideration, reading it by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

*Commissioner Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to adopt the ordinance approving Rezoning Application No. Z19-03.** ([Ordinance No. 2019-09.](#))*

ORDINANCES--FIRST READING ONLY:

E. AMENDMENT TO THE TEXT AND FUTURE LAND USE PLAN MAP OF THE COMPREHENSIVE PLAN, APPLICATION NO. CPA 19-01, BY THE BRADFORD COUNTY BoCC

Mr. Andrews read the ordinance by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

F. AMENDMENT TO THE FUTURE LAND USE PLAN MAP OF THE COMPREHENSIVE PLAN, PURSUANT TO AMENDMENT APPLICATION NO. R190713A, BY JEFFREY L. NORMAN

Mr. Andrews read the ordinance by title.

Chairman Durrance opened the public hearing. There being no response, the public hearing was closed.

2. PUBLIC COMMENTS ([Forms](#)):

Chairman Durrance recognized the following individuals who presented comments on the subject matter(s) noted:

Jim Tatum: Mining violations and opposition to HPSII mining permit application.

Kristin Rubin: Mining violations and opposition to proposed phosphate mine.

Kate Ellison:

- FY19-20 budget process.
- In favor of increasing the millage rate.
- Opposed to waiver of permit fee for the Bradford County Fair.

3. CONSENT AGENDA:

- A. REQUEST TO REFER DELINQUENT EMS ACCOUNTS IN THE AMOUNT OF \$59,258.00 TO GILA CORPORATION FOR FURTHER COLLECTION EFFORTS
- B. RETROACTIVE APPROVAL (Approved by Chairman Durrance on 07-31-19) OF A LEASE AGREEMENT BETWEEN BRADFORD COUNTY AND BEARD EQUIPMENT CO. ON 333G COMPACT TRACK LOADER (BoCC Approved Proposal on 04-18-19)
- C. RETROACTIVE APPROVAL (Approved by Chairman Durrance on 07-31-19) OF AN EQUIPMENT PURCHASE AGREEMENT BETWEEN BRADFORD COUNTY AND BEARD EQUIPMENT CO. ON A ROTARY SHARK CUTTER AND GRAPPLE RAKE (BoCC Approved Proposal on 04-18-19)
- D. MINUTES OF 06-20-19 REGULAR MEETING

*Vice-Chairman Dougherty moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the [Consent Agenda](#).***

4. APPROVE PAYMENT OF BILLS—Chairman Durrance (Reviewer):

Chairman Durrance advised he reviewed the bills and recommends payment.

*Commissioner Thompson moved, seconded by Vice-Chairman Dougherty, and **carried 5-0, to approve payment of the bills.*** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)

- 5. PRESENTATION BY ACORN CLINIC FOR FY19-20 FUNDING—Candice King, Executive Director:**
- | | |
|-------------------------------------|--------------------|
| AMOUNT REQUESTED FOR FY19-20 | \$35,000.00 |
| APPROVED FOR FY18-19 | \$35,000.00 |

Chairman Durrance recognized Ms. King, who [presented comments](#) to support her request for the Board to reconsider cutting the clinic's funding.

Extensive discussion ensued.

*Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and **carried 5-0, to continue to fund the ACORN Clinic at \$26,500.00, a 25% budget cut.***

- 6. PRESENTATION OF CAREERSOURCE NORTH CENTRAL FLORIDA FY19-20 BUDGET—Diane Burke, Finance Manager:**

Chairman Durrance recognized Ms. Burke, who presented the [FY19-20 budget for CareerSource North Central Florida](#). Approval of the budget by both Alachua and Bradford County is a requirement of the Interlocal Agreement with CareerSource. Ms. Burke briefly reviewed the budget.

Vice-Chairman Dougherty presented comments requesting more involvement and presence of CareerSource in Bradford County.

Ms. Burke announced the grand opening of new center on Call Street. She will forward Vice-Chairman Dougherty's request to the Executive Director, Frank Avery.

*Vice-Chairman Dougherty moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the FY19-20 budget for CareerSource North Central Florida.***

- 7. BRADFORD SOIL AND WATER CONSERVATION FY19-20 BUDGET REQUEST—Pam Whittle, BSWC Board Member**
- | | |
|--------------------------------|-------------------|
| FY18-19 Approved Budget | \$5,210.00 |
| FY19-20 Budget Request | \$2,870.00 |

Chairman Durrance recognized Ms. Whittle, who presented the [budget request](#), a 50% reduction from last years' approved budget.

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the budget request of \$2,870.***

8. 2020 RURAL COUNTIES DAY—Patricia Evans and Pam Whittle:

Chairman Durrance recognized Ms. Evans, who reported on the success of last years' Rural Counties Day and announced the upcoming 2020 Rural Counties Day scheduled for January 15-16, 2020. A commitment form and a \$1,500.00 participation fee is required. The commitment form must be submitted no later than August 23 and the \$1,500.00 participation fee is due no later than October 15. Ms. Evans asked the Board to commit to attend and participate in 2020 Rural Counties Day.

Whittle advised that although paying the \$1,500.00 was discussed by the TDC, there was no official vote to approve payment. However, there is still time to get it approved.

Vice-Chairman Dougherty presented comments supporting the event and encouraging attendance.

9. REQUEST WAIVER OF BUILDING PERMIT FEES IN THE AMOUNT OF \$14,785.63 FOR THE NEW BRADFORD COUNTY FAIRGROUND FACILITIES—Dale Woodruff, Fair Manager:

Chairman Durrance recognized Mr. Woodruff, who [requested a waiver of building permits fees](#) of \$14,785.63 for the construction of the new arena at the fairgrounds. (This request is for the arena only.)

*Commissioner Riddick moved, seconded by Commissioner Thompson, and **carried 5-0, to waive the fee as requested.***

10. BRADFORD TOUCH-A-TRUCK EVENT PRESENTATION—Michael Heeder, BTAT Event Chair:

Chairman Durrance recognized Mr. Heeder, who announced the 2019 Bradford Touch-A-Truck Youth Event set for October 5 from 9:00 a.m. until noon in the parking lot of the fairgrounds. **Mr. Heeder requested representation and vehicles/equipment from the following departments: Public Works (Road Department) and EMS.**

*Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the request.***

**11. TRANSITION HOUSE-PRESENTATION OF A REQUEST FOR APPLICATION (RFA) FOR THE CRIMINAL JUSTICE, MENTAL HEALTH AND SUBSTANCE ABUSE (CJMHS) REINVESTMENT GRANT—Tom Griffin, CEO/Transition House:
ASSOCIATED COST: In-Kind Service Match Required**

Mr. Griffin did not appear. Vice-Chairman Dougherty presented comments specifically that the Transition House is having an adverse effect on EMS, law enforcement and the local hospital. The Board needs to further investigate the operations of the Transition House.

Mr. Parrish concurred that the Transition House is having an impact on public safety.

12. PRESENTATION AND RECOMMENDATION REGARDING COVERAGE LIMITS FOR COUNTY PROPERTY—Scott Roberts, Roberts Insurance:

Chairman Durrance recognized Mr. Roberts, who presented his recommendation for property coverages, resulting from the Asset Survey performed by the new insurance company which generated a \$10 million increase to property values. He is in negotiations with the carrier regarding the values. Some values may be increased this year and re-evaluated next year so there is not as large of an impact at one time.

The Asset Survey also recommends the addition of numerous items such as generators, lighting, fencing and boat ramps ([list](#) provided). These items are currently covered for liability. It is his recommendation not to add the items on the list except for the 400KW generator at 945 N. Temple and the 200KW generator at 3987 SE 8th Avenue in Melrose.

*Commissioner Riddick moved, seconded by Commissioner Thompson, and **carried 5-0, to adopt Mr. Roberts' recommendations to add the generators but not the other items.***

13. INFORMATION TECHNOLOGY REPORTS—Christopher Thurow, I.T. Director:

Chairman Durrance recognized Mr. Thurow, who presented the following:

A. KEYSTONE HEIGHTS AIRPORT, FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY, FLORIDA JOB GROWTH GRANT UPDATE:

Mr. Thurow recognized the project team members and asked Mr. David Kirkland, Keystone Airport Authority Chairman to address the Board.

Mr. Kirkland provided highlights on current and future endeavors, upcoming events and activities happening at the airport.

Mr. Thurow presented an update on the project's progress. Some key points were:

- The expansion of the MHD Rockland warehouse and facility triggered an FAA environmental assessment, increasing the scope of the grant by \$300,000.
- Reviewed the alignment alternatives and selection for the new access road.
- Jeff Hendry is submitting an application for a \$300,000 grant for the environmental assessment.
- The RFQ for electrical engineering services has been withdrawn until some corrections can be made.

Incited by inquiry made by Vice-Chairman Dougherty, there was brief discussion regarding a cost estimate for the new access road.

There was a lengthy exchange between Vice-Chairman Dougherty and Mr. Thurow, which was not limited to but included (Chairman Durrance and Commissioner Riddick presented comments during the exchange):

- Broadband infrastructure outside the airport grounds.
- Implement Broadband and Enhancements Statement of Work and determination of project targeted needs.
- The RFP for Fiber Optic Network Design and Engineering Services.
 - The scope of work more specifically that it included additional infrastructure from the airport to the courthouse; that the RFP was submitted without Board approval.
 - Modifying the scope of work.Vice-Chairman Dougherty recommended the Board review the scope of work that would provide broadband to the airport with providers already in the area, and that there be a clear understanding of the scope of work with the entire grant team.

B. REQUEST PERMISSION TO SUBMIT AN APPLICATION TO THE STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY FOR A RURAL INFRASTRUCTURE GRANT TO FUND AN ENVIRONMENTAL ASSESSMENT AT THE KEYSTONE AIRPARK:

Chairman Durrance called for a motion granting permission to [submit an application for a grant for the Environmental Assessment](#).

*Vice-Chairman Dougherty **made the MOTION**, excluding the part where it mentions most of the broadband infrastructure's proximity outside of the airport grounds. Commissioner Thompson **seconded the MOTION**.*

Following additional discussion, the **MOTION CARRIED 5-0**.

C. REQUEST PERMISSION TO SUBMIT A LEGISLATIVE APPROPRIATION REQUEST FOR FUNDING NECESSARY TO MAKE IMPROVEMENTS TO SR100 IN CONJUNCTION WITH THE JOB GROWN GRANT PROJECT AT THE KEYSTONE AIRPARK:

Mr. Thurow requested permission to submit an \$850,000.00 legislative appropriation request for the purpose of making improvements to SR100 main entrance at the Keystone Airpark.

Following discussion, *Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and carried 5-0, **to put in for the appropriations for the enhancement of the roadway**.*

Chairman Durrance presented comments relating to the complexity of this project and the importance of the Commission being advised and kept informed.

Recognized by Chairman Durrance, Mr. Kirkland presented additional comments concerning the current fiber optic infrastructure coming into the airport and the Airport Authority's understanding of the goal of the infrastructure portion of the DEO grant.

14. COUNTY MANAGER REPORTS—Brad Carter:

- A. CONSIDER APPROVAL OF CHANGE ORDER NO. 1 TO INCREASE THE FEE ON WORK ORDER 19 BY \$5,155.00 TO ACCOUNT FOR ADDITIONAL CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES PROVIDED TO BRADFORD COUNTY ON SE 150th STREET PROJECT—Daniel Inkell, CGU, CUC, CQA, Department Manager, Jones Edmunds and Associates, Inc.:
ASSOCIATED COSTS: \$5,155.00 (To be Paid from FDOT Grant Funds)**

Mr. Carter advised that staff has reviewed the change order and concurs with the request and reported sufficient funding within the FDOT grant.

Mr. Inkell presented the [change order](#) for consideration.

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the change order.***

Pursuant to Section 2-165 of the Bradford County Code and to help alleviate the lack of first responder coverage, Mr. Carter asked the Board to **declare an emergency to consider the approval of the emergency purchase of living quarters.**

Sheriff Smith provided more details regarding the living quarters for Sampson City and the new Keystone Station (Station 10).

- Proposal: Piggyback on TIPS (The Interlocal Purchasing System Contract #170903)
- Permanent modular buildings at \$97,702.00 each. (Vanguard Modular Building Systems, LLC)
- Capt. Konkel explained the three-phase purchase procedure and the time-line for completion.

*Commissioner Riddick moved, seconded by Vice-Chairman Dougherty, and **carried 5-0, to declare an emergency to consider the item.***

*Vice-Chairman Dougherty moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the purchase.***

Mr. Carter continued with County Manager Reports:

- The Board has been asked to consider adopting a proclamation declaring August 22, 2019 Adele Mitchell, Emma Jean Redding and the late Jesse Moore Day in Bradford County in honor of their monumental contributions to Bradford County students. There was a consensus to approve the request.
- Hampton Lake Boat Ramp Upgrades and Improvements: Low Bid - \$24,250.00 to be paid with vessel fees.
At the request of Vice-Chairman Dougherty, Commissioner Riddick and Mr. Dodds explained the scope of work.
- Proposing a hiring freeze for Board departments (excluding the Road Department and EMS) at the next regular scheduled meeting. As long as there are no objections from the Board, in the interim, the Road Department is replacing two critical positions and EMS is replacing three critical positions.

15. COUNTY ATTORNEY REPORTS—Will Sexton:

**A. RESOLUTION—CONCERNING THE SALE AND INSTALLATION OF CULVERTS;
REPEALING RESOLUTION NO. 2006-23 AND 2012-42**

Mr. Sexton read the resolution by title and presented it for consideration.

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, adopt the resolution.** ([Resolution No. 2019-47.](#))*

16. SHERIFF REPORTS—Sheriff Smith:

**A. DISCUSS SUBMITTING A REBUILD FLORIDA INFRASTRUCTURE REPAIR PROGRAM
APPLICATION THROUGH THE FLORIDA DEPARTMENT OF ECONOMIC
OPPORTUNITY FOR FLOOD ABATEMENT AND STORM DEBRIS REMOVAL ALONG
WATER OAK CREEK—Chad Rischar, DRMP, Senior Environmental Scientist:**

Lt. Shuford announced a DEO grant opportunity for flood abatement and storm debris removal along Water Oak Creek. Mr. Chad Rischar addressed the Commission providing more details concerning the intent of the grant and the grant application process ([guide](#)). Mr. Rischar gave his recommendation to pursue the grant. Although the amount to request has not been determined, between \$60 and \$80,000 per river mile is being considered. There are no matching funds required and the application deadline is August 30, 2019.

Mr. Rischar added that an application was also submitted to SRWMD for their grant consideration under the RIVER cost share. However, what it would take to perform this service would probably consume their entire grant process. The likelihood of that being funded is fairly low.

Public Comment ([Form](#)):

Paul Still: Presented comments concerning the grant application and grant requirements. Opposed to the Board approving submittal of a grant application they have not seen.

*Commissioner Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to move forward with the grant application.***

EMERGENCY ITEM:

Mr. Rischar explained that the grant application, in a very competitive grant process, could receive ten (10) points for including a Citizen Advisory Task Force.

*Commissioner Chandler moved, seconded by Commissioner Thompson, and **carried 5-0, to declare an emergency to consider the item.***

*Vice-Chairman Dougherty moved, seconded by Commissioner Thompson, and **carried 5-0, to approve the appointment of a Citizen Advisory Task Force.***

Chairman Durrance advised that staff recommends the Board meet on the 26th of August at 6:30 p.m. to hear from the committee. There was a consensus to meet on the proposed date.

17. CLERK REPORTS—Clerk Norman:

A. PRESENTATION OF THE FY19-20 TENTATIVE BUDGET

Mr. Farrell presented the Tentative Budget for Fiscal-Year 19-20. Highlights from the presentation included:

- Total Amount of the Budget = \$54,100,164.00
- Increase in Ad Valorem Taxes = \$103,095.00
- Explanation of the \$3,604,485.00 increase in expenditures from FY2019 to FY2020.
- Breakdown of the YF19-20 Millage Rate - Decrease in the percentage for the Health Department, which will increase the percentage in the General Fund.

Discussion ensued, which was not limited to but included:

- Road Department Fuel Taxes.
- Jail Set Aside Funds and expenditures.

18. COMMISSIONERS' COMMENTS:

Commissioner Riddick commented on the following:

- Reported on the success of the Grand Opening for the new Fire Station.

Vice-Chairman Dougherty commented on the following:

- The revenue the annual fair brings to the community and the waiver of the fairgrounds building permit fee.
- The importance of the Keystone Heights Airport Grant.
- RJE gymnasium repairs.

19. CHAIRMAN COMMENTS:

- TDC to cover the cost of repairs to the Charlie E. Johns Conference Center.
- RJE gymnasium repairs and TDC.

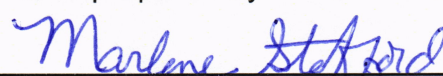
ADJOURN: There being no further business, the meeting adjourned at 9:00 p.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**


FRANK DURRANCE, CHAIRMAN

ATTEST: 
RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by:


MARLENE STAFFORD, DEPUTY CLERK

Minutes approved by BOCC at the Regular Scheduled Meeting of 11-04-19